



Qualification Specification for:

OCN NI Level 2 Certificate in Photography

➤ **Qualification No: 603/3799/0**

**OCN NI Level 2 Extended Certificate in
Photography**

➤ **Qualification No: 603/3800/3**

Qualification Regulation Information

Qualification Title: OCN NI Level 2 Certificate in Photography
Qualification Number: 603/3799/0

Qualification Title: OCN NI Level 2 Extended Certificate in Photography
Qualification Number: 603/3800/3

Operational start date: 01 November 2018
Operational end date: 31 December 2027
Certification end date: 31 December 2029

Qualification operational start and end dates indicate the lifecycle of a regulated qualification. The operational end date is the last date by which learners can be registered on a qualification. Learners have up to the certificate end date to complete the qualification and claim their certificate.

All OCN NI regulated qualifications are published to the Register of Regulated Qualifications (<http://register.ofqual.gov.uk/>). This site shows the qualifications and awarding organisations regulated by CCEA Regulation and Ofqual.

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Foreword

This document explains OCN NI's requirements for the delivery and assessment of the following regulated qualifications:

- **OCN NI Level 2 Certificate in Photography**
- **OCN NI Level 2 Extended Certificate in Photography**

This specification sets out:

- Qualification features
- Centre requirements for delivering and assessing the qualification
- The structure and content of the qualification
- Assessment requirements for the qualification
- OCN NI's quality assurance arrangements for the qualification
- Administration

OCN NI will notify centres in writing of any major changes to this specification. We will also publish changes on our website at www.ocnni.org.uk

This specification is provided online, so the version available on our website is the most up to date publication. It is important to note that copies of the specification that have been downloaded and printed may be different from this authoritative online version.

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About Regulation

OCN NI

Open College Network Northern Ireland (OCN NI) is a regulated Awarding Organisation based in Northern Ireland. OCN NI is regulated by CCEA Regulation to develop and award professional and technical (vocational) qualifications from Entry Level up to and including Level 5 across all sector areas. In addition, OCN NI is regulated by Ofqual to award similar qualification types in England.

The Regulated Qualifications Framework: an overview

The Regulated Qualifications Framework (RQF) was introduced on 1st October 2015: the RQF provides a single framework for all regulated qualifications.

Qualification Level

The level indicates the difficulty and complexity of the knowledge and skills associated with any qualification. There are eight levels (Levels 1-8) supported by three 'entry' levels (Entry 1-3).

Qualification Size

Size refers to the estimated total amount of time it could typically take to study and be assessed for a qualification. Size is expressed in terms of Total Qualification Time (TQT), and the part of that time typically spent being taught or supervised, rather than studying alone, is known as Guided Learning Hours (GLH).

Qualification Summary

Sector Subject Area

9.2 Crafts, creative arts and design

Qualifications' Aim

The OCN NI Level 2 Certificate and Extended Certificate in Photography qualifications have been designed to provide learners with an opportunity to develop the knowledge and skills needed to undertake photographic activities.

Qualifications' Objectives

The objectives of the qualifications are to develop the learners' ability to undertake different aspects of photography, from the planning to the finishing stages of the photographic process. The qualifications provide flexibility and choice in the delivery of units and provide learners with the opportunity to specialise in preferred areas of photography.

Progression

These qualifications will provide learners with the opportunity to progress to level 3 qualifications in photography and/or broader arts qualifications. It may also lead to employment/self-employment within the creative and cultural industries.

Grading

Grading for these qualifications is Pass/Fail.

Qualification Target Group

The qualifications are targeted at individuals wishing to pursue a career in photography and/or who wish to develop their skills in this area.

NI Entitlement Framework

The Department of Education sets out the minimum number and range of courses a school should offer at Key Stage 4 and Post-16. The Entitlement Framework (EF) is the Post-14 curriculum which puts the needs of pupils first. It aims to provide access for pupils to a broad and balanced curriculum to enable them to reach their full potential no matter which school they attend or where they live.

The Entitlement Framework is designed to ensure equity and access to educational opportunities for all learners and enables schools to offer a broad and balanced, economically relevant curriculum to meet the needs and aspirations of all pupils. It will guarantee that all pupils have access to a minimum number of courses at Key Stage 4 and Post-16, of which at least one third must be general and one third applied.

The OCN NI Level 2 Certificate and the OCN NI Level 2 Extended Certificate in Photography have been approved by the Department of Education and added to the NIEFQAN file.

For further information visit: <https://www.education-ni.gov.uk/articles/qualifications>

Entry Requirements

There are no formal restrictions on entry. No prior knowledge of photography is required however learners must be at least 14 years old on completion of the qualification and receive appropriate advice and guidance on the suitability of the qualification.

Qualification Support

A Qualification Support pack is available for OCN NI centres within the login area of the OCN NI website (<https://www.ocnni.org.uk/my-account/>), which includes additional support for teachers, eg planning and assessment templates, guides to best practice, etc.

Delivery Languages

These qualifications are available in English only at this time. If you wish to offer these qualifications in Welsh or Irish (Gaeilge) then please contact OCN NI who will review demand and provide as appropriate.

Centre Requirements for Delivering the Qualification

Centre Recognition and Qualification Approval

New and existing OCN NI recognised centres must apply for and be granted approval to deliver the qualification prior to the commencement of delivery.

Centre Staffing

Centres are required to have the following roles in place as a minimum, although a member of staff may hold more than one role*:

- Centre contact
- Programme Co-ordinator
- Tutor
- Assessor
- Internal Verifier

*Note: A person cannot be an internal verifier for their own assessments.

Tutors

Tutors delivering the qualifications should have a minimum of one year's relevant experience in the area of photography.

Assessors

The qualifications are assessed within the centre and are subject to OCN NI's quality assurance processes. Units are achieved through internally set, internally assessed, and internally verified evidence.

Assessors must:

- have a minimum of one year's experience in the area they are assessing
- have direct or related relevant experience in assessment
- assess all assessment tasks and activities

Internal Verification

OCN NI qualifications must be scrutinised through the centre's internal quality assurance processes as part of the recognised centre agreement with OCN NI. The centre must appoint an experienced and trained centre internal verifier whose responsibility is to act as the internal quality monitor for the verification of the delivery and assessment of the qualifications.

The centre must agree a working model for internal verification with OCN NI prior to delivery of the qualification.

Internal Verifiers must:

- have at least one year's experience in the area they are internally verifying
- attend OCN NI's internal verifier training

Internal verifiers are required to:

- support tutors and assessors
- sample assessments according to the centre's sampling strategy
- ensure tasks are appropriate to the level being assessed
- maintain up-to-date records supporting the verification of assessment and learner achievement

Structure and Content

OCN NI Level 2 Certificate in Photography

Learners must successfully complete a minimum of 15 credits from the optional units.

Total Qualification Time (TQT) for this qualification: 150 hours
 Minimum Guided Learning Hours (GLH) for this qualification: 120 hours

OCN NI Level 2 Extended Certificate in Photography

Learners must successfully complete a minimum of 30 credits from the optional units.

Total Qualification Time (TQT) for this qualification: 300 hours
 Minimum Guided Learning Hours (GLH) for this qualification: 240 hours

Unit Reference Number	OCN NI Unit Code	Unit Title	TQT	Credit Value	Level
M/616/8293	CBE088	Design Project	40	4	Two
T/616/8294	CBE089	Approaches to Digital Imaging and Printing	60	6	Two
A/616/8295	CBE090	Lighting in Photography	40	4	Two
F/616/8296	CBE091	The Photographic Project	60	6	Two
J/616/8297	CBE092	Using a Film or Digital Camera	60	6	Two
L/616/8298	CBE093	Developing Photography Techniques using Materials and Resources	30	3	Two
R/616/8299	CBE094	Photography: A Creative Approach to Picture Making	30	3	Two
A/616/8300	CBE095	Photography: Using a Camera and Accessories	40	4	Two
H/508/1352	CBD379	Imaging Software Tools	40	4	Two
K/617/1208	CBE269	Animation Techniques	60	6	Two

Unit Details

Title	Design Project
Level	Two
Credit Value	4
Guided Learning Hours (GLH)	32
OCN NI Unit Code	CBE088
Unit Reference No	M/616/8293
<p><i>Unit purpose and aim(s):</i> This unit will enable learners to source and collate relevant information to meet a design brief. Learners will plan work and evaluate stages of the design process in a safe working environment. Learners will also use sketchbooks/journals to show a development of ideas, work independently and evaluate their work with reference to their peers and other artists.</p>	
Learning Outcomes	Assessment Criteria
1. Be able to source research material for a design project.	1.1. Source appropriate materials and background information. 1.2. Collate and annotate research material and background information in a logical order. 1.3. Assess material with regard to the design brief.
2. Be able to plan work to meet deadlines using project management skills.	2.1. Work independently to identify objectives and deadlines. 2.2. Produce work in an organised and professional manner whilst adhering to deadlines. 2.3. Assess work through stages of the design process in relation to project management and adjust objectives accordingly.
3. Be able to translate research and design development work into a final product.	3.1. Use sketchbooks and/or journals to show the development of personal and diverse ideas. 3.2. Produce work which demonstrates originality and individuality in the generation of creative design ideas through all stages of production and design.
4. Be able follow a project plan to meet a design brief.	4.1. Work independently to research, plan and complete a design project to meet a brief. 4.2. Demonstrate logical progression in the development of their ideas. 4.3. Assess own work in relation to a project brief on the following bases: a) one to one b) within a group
5. Be able to reflect on own design work.	5.1. Assess own work through all stages of development illustrating aesthetic, technical and theoretical considerations. 5.2. Assess own work with reference to that of peer group and other artists.
6. Understand Health and Safety procedures.	6.1. Carry out identified Health and Safety procedures. 6.2. Demonstrate safe studio practice.

Assessment Guidance

The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.

Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration /assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Coursework	Research or projects that count towards a learner's final outcome and demonstrate the skills and/or knowledge gained throughout the course	Record of observation Learner notes/written work Tutor notes/record Learner log/diary
Oral Examination	An assessor poses questions to the learner in spoken form. The learner has to answer the question in such a way as to demonstrate sufficient knowledge of the subject in order to pass the exam	Tutor notes / record Audio / Video record. Record of observation

Title	Approaches to Digital Imaging and Printing	
Level	Two	
Credit Value	6	
Guided Learning Hours (GLH)	48	
OCN NI Unit Code	CBE089	
Unit Reference No	T/616/8294	
<i>Unit purpose and aim(s):</i> This unit will enable learners to describe approaches to digital imaging and printing and to use images to meet specific needs. Learners will evaluate techniques used and demonstrate safe working practices.		
Learning Outcomes	Assessment Criteria	
1. Understand approaches to digital imaging and printing.	1.1. Compare different approaches to digital imaging and printing for at least five different situations.	
2. Be able to apply digital images and printing techniques.	2.1. Use digital images to achieve at least five different complex solutions. 2.2. Produce digital prints from digital imaging sources to achieve at least five different complex solutions. 2.3. Assess techniques used in digital images and prints.	
3. Understand safe working practices.	3.1. Demonstrate safe working practices.	
Assessment Guidance		
The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.		
Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration /assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Coursework	Research or projects that count towards a learner's final outcome and demonstrate the skills and/or knowledge gained throughout the course	Record of observation Learner notes/written work Tutor notes/record Learner log/diary
Oral Examination	An assessor poses questions to the learner in spoken form. The learner has to answer the question in such a way as to demonstrate sufficient knowledge of the subject in order to pass the exam	Tutor notes / record Audio / Video record. Record of observation

Title	Lighting in Photography	
Level	Two	
Credit Value	4	
Guided Learning Hours (GLH)	32	
OCN NI Unit Code	CBE090	
Unit Reference No	A/616/8295	
<i>Unit purpose and aim(s):</i> This unit will enable learners to understand and compare photography lighting sources. Learners will understand light metering techniques, use and assess lighting sources to meet specific goals. Learners will also identify and use safe working practices.		
Learning Outcomes		Assessment Criteria
1. Understand lighting sources for photography.	1.1. Describe lighting sources for photography. 1.2. Compare lighting sources for photography applications.	
2. Know about light metering techniques.	2.1. Describe light metering techniques for lighting sources. 2.2. Describe light metering techniques for lighting subjects.	
3. Be able to use lighting sources for photography.	3.1. Use lighting sources to photograph at least five different subjects to meet identified photographic goals. 3.2. Assess lighting for photography.	
4. Understand safe photographic practice.	4.1. Describe safe working practices in lighting for photography. 4.2. Use safe working practices in lighting for photography.	
Assessment Guidance		
The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.		
Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration /assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Coursework	Research or projects that count towards a learner's final outcome and demonstrate the skills and/or knowledge gained throughout the course	Record of observation Learner notes/written work Tutor notes/record Learner log/diary

Oral Examination	An assessor poses questions to the learner in spoken form. The learner has to answer the question in such a way as to demonstrate sufficient knowledge of the subject in order to pass the exam	Tutor notes / record Audio / Video record. Record of observation
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Title	The Photographic Project	
Level	Two	
Credit Value	6	
Guided Learning Hours (GLH)	48	
OCN NI Unit Code	CBE091	
Unit Reference No	F/616/8296	
<i>Unit purpose and aim(s):</i> This unit will enable learners to carry out and assess research for a photographic project. Learners will identify appropriate resources and use suitable presentational formats. Learners will also demonstrate safe working practices.		
Learning Outcomes		Assessment Criteria
1. Understand how to carry out and assess research for a photographic project.	1.1. Identify a subject for a photographic project. 1.2. Carry out research for a photographic project. 1.3. Assess research for a photographic project.	
2. Be able to produce a photographic project.	2.1. Identify photographic resources to complete a photographic project. 2.2. Produce a range of photographic images to meet self-determined goals. 2.3. Identify appropriate and employ presentational forms for a photographic project. 2.4. Assess the photographic project identifying possible areas for improvement.	
3. Understand Health and Safety practices.	3.1. Describe and use safe working practices in a photographic project.	
Assessment Guidance		
The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.		
Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration /assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Coursework	Research or projects that count towards a learner's final outcome and demonstrate the skills and/or knowledge gained throughout the course	Record of observation Learner notes/written work Tutor notes/record Learner log/diary

Oral Examination	An assessor poses questions to the learner in spoken form. The learner has to answer the question in such a way as to demonstrate sufficient knowledge of the subject in order to pass the exam	Tutor notes / record Audio / Video record. Record of observation
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Title	Using a Film or Digital Camera	
Level	Two	
Credit Value	6	
Guided Learning Hours (GLH)	48	
OCN NI Unit Code	CBE092	
Unit Reference No	J/616/8297	
<i>Unit purpose and aim(s):</i> This unit will enable learners to identify and compare contexts/approaches in photography. Learners will identify camera characteristics and produce a range of visual outcomes. Learners will also produce and assess their photographs and demonstrate safe working practices.		
Learning Outcomes	Assessment Criteria	
1. Understand contextual perspectives and approaches to photography.	1.1. Compare at least five contextual perspectives and approaches to photography.	
2. Be able to use the features of camera systems and photographic equipment.	2.1. Illustrate the features of at least three different film and digital camera systems and related photographic equipment. 2.2. Use camera features to produce at least five different visual outcomes.	
3. Be able to control a camera for specified outcomes.	3.1. Produce photographs for at least five specified purposes. 3.2. Assess own photographic activity and outcomes identifying possible areas for improvement.	
4. Be able to employ safe working photographic practices.	4.1. Illustrate safe working photographic practices. 4.2. Use safe photographic working practices.	
Assessment Guidance		
The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.		
Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration /assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Coursework	Research or projects that count towards a learner's final outcome and demonstrate the skills and/or knowledge gained throughout the course	Record of observation Learner notes/written work Tutor notes/record Learner log/diary

Oral Examination	An assessor poses questions to the learner in spoken form. The learner has to answer the question in such a way as to demonstrate sufficient knowledge of the subject in order to pass the exam	Tutor notes / record Audio / Video record. Record of observation
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Title	Develop Photography Techniques using Materials and Resources	
Level	Two	
Credit Value	3	
Guided Learning Hours (GLH)	24	
OCN NI Unit Code	CBE093	
Unit Reference No	L/616/8298	
<i>Unit purpose and aim(s):</i> This unit will enable the learner to understand and use materials and resources in the production of photographic items.		
Learning Outcomes	Assessment Criteria	
1. Understand the requirements of the photographic process.	1.1. Describe how available materials may be used as techniques for your photography items. 1.2. Summarise the resources and skills required for the photographic process including: a) tools and equipment b) materials c) photographic techniques 1.3. Describe how to maintain a safe working environment for the photographic process.	
2. Understand how to use materials and resources to develop photography techniques.	2.1. Use appropriate tools and equipment in the photographic process. 2.2. Select and use materials, techniques and resources in the photographic process. 2.3. Summarise reasons for your choice of resources, materials and techniques. 2.4. Demonstrate technical skills required to make effective use of materials, techniques and resources for your photography items. 2.5. Maintain a safe working environment.	
Assessment Guidance		
The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.		
Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration/assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log

Coursework	Research or projects that count towards a learner's final outcome and demonstrate the skills and/or knowledge gained throughout the course	Record of observation Learner notes/written work Tutor notes/record Learner log/diary
E-assessment	The use of information technology to assess learners' work	Electronic portfolio E-tests

Title	Photography: A Creative Approach to Picture Making	
Level	Two	
Credit Value	3	
Guided Learning Hours (GLH)	24	
OCN NI Unit Code	CBE094	
Unit Reference No	R/616/8299	
<i>Unit purpose and aim(s):</i> This unit will enable the learner to plan and undertake a photographic assignment safely.		
Learning Outcomes	Assessment Criteria	
1. Be able to plan and respond to a photographic assignment.	1.1. Develop a plan to respond to a given photographic assignment including the following: a) a description of intended approach b) a strategy to monitor tasks	
2. Be able to conduct research to inform own picture making.	2.1. Assess the picture making of a recognised photographer. 2.2. Compare picture making of other photographers to own picture making. 2.3. Describe how the picture making of other photographers can inform own picture making.	
3. Be able to undertake a negotiated approach to a picture making assignment.	3.1. Describe why a negotiated approach to a picture making assignment may result in better photographic outcome. 3.2. Respond using a negotiated approach to a given assignment in order that the picture making process may best achieve the creative outcomes required of the assignment. 3.3. Use a range of equipment appropriate to the context of the assignment work.	
4. Know how to put together images.	4.1. Use a selection of images for presentation, giving reasons for selection.	
5. Understand Health and Safety procedures and safe studio and/or location practice.	5.1. Carry out identified Health and Safety procedures and safe studio and/or location practice.	
Assessment Guidance		
The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.		
Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion

Practical demonstration/assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Coursework	Research or projects that count towards a learner's final outcome and demonstrate the skills and/or knowledge gained throughout the course	Record of observation Learner notes/written work Tutor notes/record Learner log/diary
E-assessment	The use of information technology to assess learners' work	Electronic portfolio E-tests

Title	Photography - Using a Camera and Accessories	
Level	Two	
Credit Value	4	
Guided Learning Hours (GLH)	32	
OCN NI Unit Code	CBE095	
Unit Reference No	A/616/8300	
<i>Unit purpose and aim(s):</i> This unit will enable the learner to understand how to use a camera and accessories. The learner will also develop skills relating to framing and lighting images, printing images and working safely on a photographic project.		
Learning Outcomes		Assessment Criteria
1. Be able to use a camera and accessories to create images.	1.1. Summarise camera structure, layout and controls in terms of camera usage. 1.2. Use camera controls. 1.3. Illustrate the use of recording media in either film or digital cameras. 1.4. Illustrate camera settings for different subjects. 1.5. Demonstrate the use of a camera and tripod including: a) set up b) use at varying heights c) using an integral or external spirit level 1.6. Produce photographic images.	
2. Know how to frame and light an image.	2.1. Describe how to frame an image. 2.2. Describe the importance of light and lighting in framing an image and how this may be achieved.	
3. Be able to transfer images from a camera for printing.	3.1. Select images to be transferred. 3.2. Transfer camera images. 3.3. Prepare images for printing. 3.4. Print photographic images.	
4. Know about Health and Safety procedures.	4.1. Identify Health and Safety issues. 4.2. Follow correct Health and Safety procedures.	
Assessment Guidance		
The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.		
Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration/assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log

Coursework	Research or projects that count towards a learner's final outcome and demonstrate the skills and/or knowledge gained throughout the course	Record of observation Learner notes/written work Tutor notes/record Learner log/diary
E-assessment	The use of information technology to assess learners' work	Electronic portfolio E-tests

Title	Imaging Software Tools	
Level	Two	
Credit Value	4	
Guided Learning Hours (GLH)	32	
OCN NI Unit Code	CBD379	
Unit Reference No	H/508/1352	
<i>Unit purpose and aim(s):</i> This unit will enable the learner to use imaging software tools.		
Learning Outcomes	Assessment Criteria	
1. Be able to obtain, insert and combine information for images.	1.1. Identify images needed to meet requirements. 1.2. Demonstrate how to obtain, input and prepare images to meet needs. 1.3. Describe what copyright and other constraints apply to the use of images. 1.4. Use appropriate techniques to organise and combine information from different sources and forms. 1.5. Describe the context in which the images will be used. 1.6. Compare different file formats uses for saving images for different presentation methods. 1.7. Store and retrieve files effectively, in line with local guidelines and conventions where available.	
2. Be able to use imaging software tools to create, manipulate and edit images.	2.1. Describe the technical factors affecting images that need to be taken into account. 2.2. Select and use suitable techniques to create images. 2.3. Use guidelines and dimensioning tools appropriately to enhance precision. 2.4. Select and use appropriate tools and techniques to manipulate and edit images. 2.5. Use IT tools to check images meet needs and make corrections as necessary. 2.6. Identify and respond to quality problems with images to ensure they meet needs.	
Assessment Guidance		
The learner can select from the following assessment method/s but should ensure all learning outcomes and assessment criteria are fully covered:		
Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the student's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration/assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practice and apply skills and knowledge	Record of observation Learner notes/written work Learner log

Title	Animation Techniques	
Level	Two	
Credit Value	6	
Guided Learning Hours (GLH)	48	
OCN NI Unit Code	CBE269	
Unit Reference No	K/617/1208	
<i>Unit purpose and aim(s):</i> This unit will enable the learner to be able to produce and present a short animation.		
Learning Outcomes		Assessment Criteria
1. Be able to use imaging software.	1.1. Describe copyright constraints associated with image capture. 1.2. Capture images in appropriate resolution. 1.3. Create layers. 1.4. Manipulate images within layers. 1.5. Save in appropriate file format.	
2. Be able to use audio software.	2.1. Describe copyright constraints associated with audio capture. 2.2. Capture and save audio in appropriate format.	
3. Be able to create a story board.	3.1. Create storyboard for short animation of length between one and four minutes.	
4. Be able to import images animation software.	4.1. Import images and create appropriate files. 4.2. Create stage and import appropriate images.	
5. Be able to create animation.	5.1. Create timelines to animate images. 5.2. Add key frames and motion paths. 5.3. Attach audio in line with storyboard.	
6. Be able to test and revise animation.	6.1. Test and revise animation.	
7. Be able to present animation.	7.1. Format and export animation for given presentation medium. 7.2. Present animation.	
Assessment Guidance		
The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.		
Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration/assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Coursework	Research or projects that count towards a learner's final outcome and demonstrate the skills and/or knowledge gained throughout the course	Record of observation Learner notes/written work Tutor notes/record Learner log/diary
E-assessment	The use of information technology to assess learners' work	Electronic portfolio E-tests

Quality Assurance of Centre Performance

External Verification

All OCN NI recognised centres are subject to External Verification. External verification visits and monitoring activities will be conducted annually to confirm continued compliance with the conditions of recognition, review the centre's risk rating for the qualification and to assure OCN NI of the maintenance of the integrity of the qualification.

The External Verifier will review the delivery and assessment of this qualification. This will include the review of a sample of assessment evidence and evidence of the internal verification of assessment and assessment decisions. This will form the basis of the EV report and will inform OCN NI's annual assessment of centre compliance and risk. The External Verifier is appointed by OCN NI.

Standardisation

As a process, standardisation is designed to ensure consistency and promote good practice in understanding and application of standards. Standardisation events:

- make qualified statements about the level of consistency in assessment across centres delivering a qualification
- make statements on the standard of evidence that is required to meet the assessment criteria for units in a qualification
- make recommendations on assessment practice
- produce advice and guidance for the assessment of units
- identify good practice in assessment and internal verification

Centres offering units of an OCN NI qualification must attend and contribute assessment materials and learner evidence for standardisation events if requested.

OCN NI will notify centres of the nature of sample evidence required for standardisation events (this will include assessment materials, learner evidence and relevant assessor and internal verifier documentation). OCN NI will make standardisation summary reports available and correspond directly with centres regarding event outcomes.

Administration

Registration

A centre must register learners within 20 working days of commencement of this qualification.

Certification

Certificates will be issued to centres within 20 working days of receipt of correctly completed results marksheets. It is the responsibility of the centre to ensure that certificates received from OCN NI are held securely and distributed to learners promptly and securely.

Charges

OCN NI publishes all up to date qualification fees in its Fees and Invoicing Policy document. Further information can be found on the centre login area of the OCN NI website.

Equality, Fairness and Inclusion

OCN NI has considered the requirements of equalities legislation in developing the specification for this qualification.

For further information and guidance relating to access to fair assessment and the OCN NI Reasonable Adjustments and Special Considerations policies, centres should refer to the OCN NI website.

OCN NI Level 2 Certificate in Photography
Qualification Number: 603/3799/0

OCN NI Level 2 Extended Certificate in Photography
Qualification Number: 603/3800/3

Operational start date: 01 November 2018
Operational end date: 31 December 2027
Certification end date: 31 December 2029

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